

EMERGENCY MANAGEMENT AGENCY



DEPARTMENT OF PUBLIC SAFETY
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To: All Emergency Management Performance Grant Sub-Recipients

From: Ernie Rhodes
Director, State Emergency Management Agency

Subject: Emergency Management Performance Grant Compliance

This Information Bulletin (IB) provides general guidance to Emergency Management Performance Grant sub-recipients on NIMS, training and exercise, and resource tracking compliance expectations.

National Incident Management System Compliance

In order to receive federal funding through the Emergency Management Performance Grant (EMPG), the local jurisdiction or municipality must show the local ordinance which states the municipality uses the National Incident Management System (NIMS) as the incident management structure to respond to disasters. A county cannot enforce city ordinances and a city cannot enforce county ordinances, therefore if there is an EMD operating for a city municipality inside of a county EMD operation, they must both show proof of compliance through submission of ordinance establishment with FY18 application.

In order to receive federal funding through EMPG the local jurisdiction must prove they review and revise plans to incorporate NIMS components, principals and policies through presentation of:

1. Emergency Operations Center organizational chart or note that they will request an incident support team
2. Roster of position (title) who will fill your incident command structure

Jurisdictions will need to include in their FY18 application and may be requested again during on-site monitoring visit.

Training and Exercise Plan

In order to receive federal funding through EMPG the local entity must submit their training and exercise plan with their FY18 application.



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Training

In order for a jurisdiction to receive federal funding through EMPG, EMPG funded personnel must complete the following FEMA courses; IS 100, IS 120, IS 200, IS 230, IS 235, IS 240, IS 241, IS 242, IS 244, IS 700 and IS 800 within 12 months from the date of hire. Completion of other required trainings as listed in Attachment 1 must be completed by the FY20 EMPG application.

Exercises

The State requires that all EMPG funded personnel must participate in no less than two (2) discussion-based exercises (seminar, workshop, table-top, game) and one (1) operations-based exercise (drill, functional, full-scale) per calendar year. In keeping with maintaining a progressive exercise program, all EMPG funded personnel are required to participate in a full-scale exercise a minimum of once every three (3) years. Jurisdictions must identify planned quarterly activity to meet these requirements on the FY18 EMPG application. The Exercise sign-in sheets and after action reports must be completed and submitted to SEMA in order to show proof of compliance.

Resource Inventory Management

In order to receive federal funding through EMPG the local entity must input all response assets purchased with federal funding into the State tracking system. The State has purchased Salamander for documenting and tracking federally purchased resources. This system will be given free of charge to the local EMDs for their use as of application submission in FY19.



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Attachment 1

Training Matrix of Required Trainings

Category 1	Category 2	Category 3	Category 4	Category 4	Category 5
All Emergency Responders	First-Line Supervisors	Mid-Level Response Supervisors	Senior Level Response Managers	Emergency Operations Center (EOC)/ Multi-Agency Coordination System (MACS) Personnel	Elected Officials
IS 100 (4hrs) Introduction to the Incident Command System	Category 1 plus	Category 2 plus	Category 3 plus	IS 100 (4hrs) Introduction to the Incident Command System	IS 100 (4hrs) Introduction to the Incident Command System
IS 700 (4hrs) NIMS, an Introduction	IS 200 (12hrs) ICS for Single Resources and Initial Action Incidents	IS 800 (3hrs) National Response Framework (NRF), an Introduction	ICS/G400 (14hrs) Advanced ICS, Command and General Staff-Complex Incidents	IS 200 (12hrs) ICS for Single Resources and Initial Action Incidents	IS 700 (4hrs) NIMS, an Introduction
		ICS/G300 (18hrs) Intermediate ICS for Expanding Incidents	G191 (8hrs) ICS/EOC Interface	ICS/G300 (18hrs) Intermediate ICS for Expanding Incidents	IS 100 and IS 700 listed above OR IS 908 Emergency Management for Senior Officials
			IS 775 or G775 (16hrs) EOC Management and Operations	ICS/G400 (14hrs) Advanced ICS, Command and General Staff-Complex Incidents	
			IS 706 (2.5hrs) NIMS Intrastate Mutual Aid-an Introduction	IS 700 (4hrs) NIMS, an Introduction	
				IS 800 (3hrs) National Response Framework (NRF), an Introduction	
				IS 775 or G775 (16hrs) EOC Management and Operations	
				G191 (8hrs) ICS/EOC Interface	

**If IS/G 775 is required for your position and you have taken TEEEX MGT 346 EOC Operations and Planning for All Hazards, you do not have to take IS/G 775.*

**Sub-recipients of the EMPG can complete either Category 4 option.*



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For the purposes of the **Required Trainings**, the categories of responders are those assigned during an incident, not necessarily normal day-to-day operations. The Categories are;

Category 1, Emergency Responders are responsible for going immediately to the scene of an incident to provide emergency services. These individuals may be fire fighters, EMT/Paramedics, law enforcement personnel or volunteers.

Category 2, First Line Supervisor is an individual manning the response with a span on control of one resource. These individuals could be single resource unit leaders or field supervisors.

Category 3, Mid-Level Supervisor is an individual manning the response with a span of control of multiple resources. These individuals may include strike team leaders, task force leaders, unit leaders or division/group supervisors.

Category 4, Senior Level Response Manger/ Multi-Agency Coordination System (MACS) Personnel are individuals who work inside an EOC or MAC is and whose span of control is multiple resources and maintains the knowledge-base to make strategic level decisions for the response as a whole. These individuals may include command and general staff, department heads, and emergency managers.

Categories 5, Elected Officials are the individuals responsible for ensuring the public safety and welfare of the people of that jurisdiction.



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